

## **JOB DESCRIPTION & SPECIFICATIONS**

**Job Title:** King County Birth-to-Three Teacher of the Visually Impaired

**Supervisor's Title:** Special Education Program Manager

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### **Purpose**

Develop, coordinate, and implement early intervention vision services according to Part C of IDEA for enrolled children across all of King County, Washington.

The King County Birth-to-Three (B-3) Teacher of the Visually Impaired (TVI) was established by the King County Developmental Disabilities Division and King County Early Intervention (EI) providers for the purpose of providing leadership, development, and coordination of a countywide system of technical assistance and consultation that will increase local capacity to meet the identified needs of families with eligible infants and toddlers who are blind or visually impaired. The King County B-3 TVI will ensure that families of infants/toddlers with identified blindness/visual impairment can access appropriate EI "vision services," regardless of where they live in King County. This TVI reports to the Special Education Program Manager at Kindering with guidance provided by the King County Vision Coop Advisory Group.

### **Principal Duties & Responsibilities**

*Duties and responsibilities may include, but are not limited to the following:*

- Participate on EI teams across King County to assess children's vision needs, develop appropriate IFSPs, provide vision services in accordance with Part C regulations, and recommend strategies that address families' priorities, and monitor progress.
- Provide guidance to EI teams regarding best practices in evaluating birth-to-three year olds who are blind/visually impaired; help implement early screening for visual impairment including cortical visual impairment with appropriate follow-up services; conduct functional vision assessments of children as appropriate; make recommendations for vision services, including functional activities that address families' priorities; help monitor children's progress; assist with planning children's transition to Part B services.
- Collaborate with existing local, regional, and state resources (e.g., Department of Early Learning/ESIT, Family Resources Coordinators, EI agencies, school districts, Washington State School for the Blind, Department of Services for the Blind, Washington Sensory Disabilities Services) for the purpose of implementing and maintaining services, and make use of distance technologies where feasible to ensure equitable access to EI vision services.
- Conduct initial and periodic county-wide needs assessments of birth-to-three providers to determine current needs of families and EI providers. Develop long- and short-range plans for the purpose of ensuring county capacity to meet EI needs of families of infants and toddlers who are visually impaired. This might include training of county EI providers and families on high-priority topics.
- Participate in meetings, workshops, and conferences for the purpose of conveying and/or gathering information required to perform job duties.
- Prepare progress reports and maintain accurate records of contact for each child.
- Collect and maintain a variety of data for the purpose of documenting, monitoring, and evaluating program activities and outcomes. Prepare a variety of written materials (e.g., reports, budgets, grant proposals, etc.) as required by King County and Kindering for the purpose of documenting activities, soliciting and maintaining funding, providing written reference or conveying information.

- Provide or support outreach, intensive informing, care planning, coordination, anticipatory guidance for complex health needs, assistance to access services, consultation, resource development, interagency coordination, training, program planning, quality management, and administration to support Medicaid programs.

### **Required Education & Experience**

- Master or Bachelor degree with endorsement as a Teacher of the Visually Impaired, with additional experience/training in birth-to-three development and providing early support for families; Master's degree preferred
- Valid teaching certificate
- A minimum five years job-related experience as a TVI, including practical experience in early intervention services for families of infants/toddlers who are blind/visually impaired

### **Minimum Prerequisites**

- Pass Washington State DSHS criminal history and background check and FBI fingerprint check
- Possess valid Washington State driver's license and valid automobile insurance
- Have access to a dependable personal vehicle
- Be able to lift 40 pounds (average three-year-old)
- Demonstrate skill in word processing and familiarity with MS Word and Excel
- Pass tuberculosis test

### **About Kindering**

*Kindering, a not-for-profit neurodevelopmental agency, has provided comprehensive services for children with special needs and their families since 1962. Kindering has campuses in both Bellevue and Bothell, and serves children across King County and parts of Snohomish County in a variety of programs. We are committed to creating and providing superior, individualized, family-centered services for children who are disabled, medically fragile or vulnerable because of abuse or neglect. Kindering is dedicated to maintaining a highly trained, licensed and certified team of professionals. Current services include comprehensive developmental assessments, physical and occupational therapy, speech and language therapy, special education, family counseling, feeding team, parenting education, family resources coordination, and more. See [www.kindering.org](http://www.kindering.org)*

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The statements contained in this job description are not necessarily all inclusive; additional duties may be assigned and requirements may vary from time to time.

Send resume and cover letter to [careers@kindering.org](mailto:careers@kindering.org)